

Chief, Personnel Security Division

JAN 10 1955

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Acting Chief, Employee Activity Branch

Monthly Report - DECEMBER 1954

The following represents the noteworthy accomplishments of the Employee Activity Branch during December 1954.

COURSES - Requests Approved

| | |
|-----------------------|----|
| Non-CIA Training | 40 |
| Official CIA Training | 52 |
| TOTAL | 92 |

(j)

OUTSIDE ACTIVITIES - Requests Approved

| | |
|--|----|
| Outside Employment | 37 |
| Clubs, Org., Conferences and Meetings (non-Governmental) | 44 |
| TOTAL | 81 |

(k)

TRAVEL - Requests for Private Travel Approved

| | |
|----------------------------|----|
| Requests with Briefings | 10 |
| Requests with no Briefings | 18 |
| TOTAL | 28 |

(k)

Travel Briefings Held During Dec.
Travel De-Briefings Held During Dec.
TOTAL

6
2
8

CORRESPONDENCE WITH GENERAL PUBLIC - Replies to Inquiries concerning the operations and mission of the Agency and replies to crank letters 20

COMPENSATION CLAIMS - Security Approval of the processing of claims made pursuant to the Federal Employees' Compensation Act 9

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MANUSCRIPTS AND SPEECHES REVIEWED AND APPROVED

5

Total Number of Pages

15

(e)

STORIES-POEMS REVIEWED AND APPROVED

19

Total Number of Pages

780

BOOKS REVIEWED AND APPROVED

1

Total Number of Pages

20

ALIEN SPONSORSHIP CASES - Requests

1

Approved for sponsorship of aliens by
employees

LIAISON CONTACTS APPROVED

Continuing Contacts

229

One-Time Expedited

236

TOTAL

465

(m)

SIGNED

25X1A9a

SO/ACS:hp

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